

Overview of the New Mexico Department of Transportation (NMDOT) Procurement Process for Compost Producers

Steps you must take to become a compost provider for an NMDOT project:

1. Register as a compost facility with the New Mexico Environment Department (NMED) using the Solid Waste Facility Registration Form, available online at <http://www.nmenv.state.nm.us/swb/doc/213-reg-form.doc>. NMED maintains a list of compost facilities in the state; the list is available online at http://www.recyclenewmexico.com/pdf/COMPOST_FACILITY_LIST.pdf. Additionally, all compost providers must be in compliance with the New Mexico Solid Waste Management Regulations (20 NMAC 9.1).
2. Provide appropriate documentation before delivering compost to a contractor or subcontractor. The documentation must include the following items:
 - a. Feedstocks, by percentage, used in producing the compost.
 - b. An affidavit signed by a responsible company representative stating the following:
 - i. Compost meets the maturity, stability, and debris specifications in Table 1 of the compost standards as substantiated by the aforementioned company representative. Compost standards are available online at <http://www.recyclenewmexico.com/pdf/nmdotcompostspecs0905.pdf>.
 - ii. Compost meets all other specifications in Table 1 of the compost standards as substantiated by a laboratory analysis performed no more than 180 days before compost delivery.
 - iii. Copy of aforementioned analyses.

Additional considerations:

1. NMDOT does not buy compost directly from providers. If you would like to supply compost for an NMDOT project, you must contact a contractor or subcontractor who has been prequalified by NMDOT. A list of prequalified contractors is available online at <http://nmshtd.state.nm.us/main.asp?secid=14931>.
2. If you are interested only in supplying compost for an NMDOT project, you are not required to complete the contractor prequalification booklet. However, your product must be on the NMDOT Maintenance Bureau's **APPROVED PRODUCT LIST**; contact the maintenance bureau's Product Evaluation Program at 476-3116 for more information. If you wish to bid as a prime or sub contractor on an NMDOT project, you must complete the **CONTRACTOR PREQUALIFICATION BOOKLET**, which is available online at <http://nmshtd.state.nm.us/main.asp?secid=14931>. The application, for which there is no fee, must be notarized and renewed annually.
3. In addition to contacting contractors on the prequalification list, information about future NMDOT projects is available by reviewing the 12 Month Letting Schedule, available online at <http://nmshtd.state.nm.us/main.asp?secid=11096>. This schedule provides county, scope of work, and lead engineer information for upcoming projects. The lead engineer can provide additional information about the materials that will be needed for each project. Requests For Proposals (RFPs) are also available for review online at http://nmshtd.state.nm.us/purchasing_rfp.asp?secid=11320.